2920

CHICAGO, BURLINGTON & QUINCY RAILROAD COMPANY

PASSENGER Burlington Route DEPARTMENT

MARY LOUISE GORDON
SUPERVISOR OF
PASSENGER TRAIN SERVICE

547 WEST JACKSON BOULEVARD, CHICAGO 6, ILLINOIS

Monday, Aug 3

Dear Helen,

Thank you for your letter. I would be delighted to meet you and consider you for Zephyrette work. A personal interview is necessary and I wonder if I could meet you in Denver if not Chicago. I will be through Grand Junction until late September.

My best to Delores — Here is the picture. I have a fond collection of them too —

Cordially,
Mary Lou Gordon

387-117-9

Miss Helen Justin

Chicago Aug 3 19 64

To Whom It May Concern:

Following are some requirements for girls desiring a place in our Zephyrette service on the California Zephyrs. No one directly related to anyone already employed by the three railroads will be accepted. Only single girls need apply. No one will be hired without a personal interview.

AGE

Applicants must be between 23 and 28 years of age.

CHARACTER

She must be a girl of good character with several references from reliable sources.

PERSONALITY

Since she must deal constantly with strangers, she must be the type of girl one would like at once, rather than the kind one must learn to like. A genuine liking for people with the ability to deal with them successfully is essential. A ready smile and good disposition are valuable assets.

HEALTH

Since the work is rather strenuous and the hours irregular, we cannot accept anyone who cannot pass a physical examination. She must have no physical defects. She must not require glasses habitually, although she may use them in making reports.

SIZE

We will accept girls who are 5 feet, 4 inches tall or as much as 5 feet, 8 inches. In every case she must be able to wear a suit in a regulation size with little or no alteration.

EDUCATION

We will accept a registered nurse or a girl with college degree. In a few cases we have accepted less education when business experience has been valuable.

EXPERIENCE

We will not accept any applicant who has not had some successful business experience.

If you meet the above requirements, you may write for application blanks. After your application has been sent in, please arrange for personal interview.

Mary Louise Gordon
547 West Jackson Blvd.
Chicago 6, Illinois

Acting for:
The Western Pacific Railroad
The Denver Rio Grande and Western Railroad
The Burlington Railroad

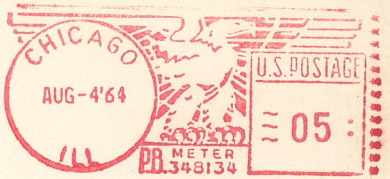
387-117-9

FORM 5016

Burlington Route

RETURN TO
C. B. & Q. R. R. CO.,
BURLINGTON BUILDING
547 W. JACKSON BLVD.
CHICAGO, ILL. 60606

IF NOT DELIVERED WITHIN FIVE DAYS



Miss Helen Justin
208 Book Cliff Ct.
Grand Junction
Colorado